



# **2022 ANNUAL REPORT**

**Registered company number: 02922636 (England and Wales)**  
**Registered Charity number: 1039788**



# **Annual Report and Financial Statements**

## **for the year ended 31<sup>st</sup> December 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Effective 1 January 2015).

**SIGNALONG**  
**1 Old Winery Business Park**  
**Cawston Norwich Norfolk NR10 4FE**

***[www.signalong.org.uk](http://www.signalong.org.uk)***

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## **Mission Statement of SIGNALONG The Communication Charity**

***Signalong is committed to empowering children and adults with impaired communication to understand and express their needs, choices and desires by providing vocabulary for life and learning***

### **Aims**

- Greater fulfilment of potential
- Greater independence
- Reduction in disturbed and challenging behaviour
- Improvement in self-esteem
- Improved relationships

### **Signalong strives to achieve this**

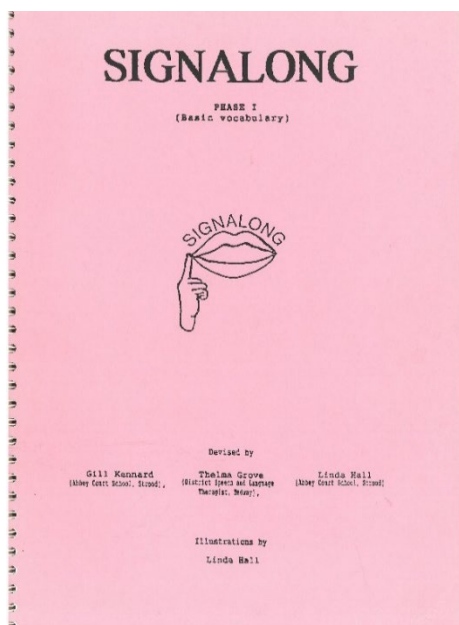
- by developing and promoting augmentative communication (manual signs, symbols, picture resources)
- by researching and publishing sign vocabulary
- by developing appropriate language resources for children with special needs
- by providing resources to assist literacy and education
- by teaching communication techniques to anyone living or working with people with impaired communication
- by working with other organisations and individuals in this field
- by freely offering advice to parents and professionals

## Introduction

Signalong is a sign-supported communication system designed for children and adults who have speech and language difficulties. Most users have learning disabilities or autism spectrum disorders, but the system is available to anyone who needs signing, including those with physical disabilities or hearing impairment.

Increasingly, Signalong is being used with children who are deaf and have a learning disability because BSL is too complex. Signalong continues to be used with those who use alternative languages whilst they learn to communicate in English.

It is based on a consistent method of analysing and presenting signs, mostly drawn from British Sign Language, which enables users to select vocabulary relevant to their own situations. This avoids the need to constantly update sign vocabulary by attending further classes where many of the signs taught will be redundant and quickly forgotten through lack of use. By focusing on skills and providing a large library of 9,000 signs, Signalong is cost-effective and represents good value for money. In addition, the Signalong methodology of handshape, orientation, placement and movement enables you to translate idiosyncratic signs in a consistent manner.



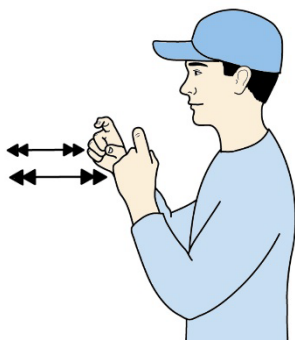
Signalong was first published in 1992 at a Kent school for children with severe learning difficulties and its founders were two teachers and a speech and language therapist. Due to its success, Signalong became a registered charitable company limited by guarantee in 1994.

The sign vocabulary is supported by diagrams, and the charity actively co-operates with expert organisations and individuals in the field of education, IT and child protection to increase the range of resources available. Its publishing activities are supported by a growing national network of registered Tutors and a free sign research and advice service for users.

Signalong provides a range of training courses including Workshops, Introductory, Foundation, Foundation Extension, Signalong Training Assistant and Tutor Training for those who wish to train others. In addition, Signalong produce a wide range of paper and digital resources.

## Objectives and Activities

The principal activity of the charity has always been the engagement in the relief of suffering and the advancement of the education and communication skills of people with learning difficulties and speech, language and communication needs. Signalong is committed to empowering children and adults with impaired communication to understand and express their needs, choices and desires by providing vocabulary for life and learning.



Signalong activities include developing and promoting augmentative communication (manual signs, symbols, picture resources), researching and publishing sign vocabulary, developing appropriate language resources for children with special needs, providing resources to assist literacy and education, teaching communication techniques to anyone living or working with people with impaired communication working with other organisations and individuals in this field and freely offering advice to parents and professionals.

The charity's policies for achieving these objectives are as set out in the mission statement on page 3. The charity is controlled by its governing document, the memorandum and articles of association and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

## Development

*“Continuing Professional Development (CPD) enables learning to become conscious and proactive, rather than passive and reactive. CPD is the holistic commitment of professionals towards the enhancement of personal skills and proficiency throughout their careers.*

*Engaging in Continuing Professional Development ensures that both academic and practical qualifications do not become outdated or obsolete; allowing individuals to continually ‘up skill’ or ‘re-skill’ regardless of occupation, age or educational level”. \**



\*source cpd.co.uk

At the beginning of the year, we were very excited to announce that Signalong training courses are now CPD accredited. In addition to the Tutor Training programme, our Tutors are able to offer accreditation for Workshops, Introductory and Foundation courses. Trainees are provided with detailed course outlines, clearly stating the content and the number of points awarded to each course.

The Signalong Friendly membership scheme was introduced in March for those who are proud supporters of Signalong and would like to let others know of their commitment to provide a signing inclusive environment.

We offer 3 membership levels, bronze, silver and gold and each come with attractive benefits including access to the online Sign Library.

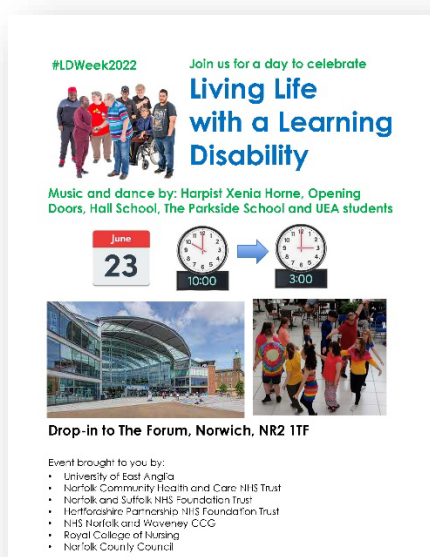


Members receive a certificate, organisation name on our Signalong Friendly register, use of SIGNALONG Friendly logo on printed material / literature / website and a copy of a core vocabulary manual appropriate to organisation e.g., Phase 1, Adult Learning Disability, Health Vocabulary, discounts on resources and training, exclusive access to offers and new products.

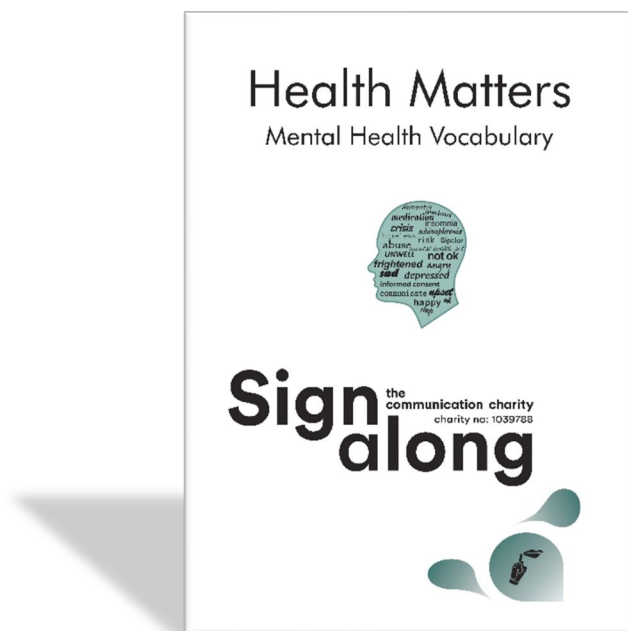
April 9<sup>th</sup> 2022 was the 30<sup>th</sup> anniversary of the publication of Phase 1. Since its launch, we have sold over 65,000 copies and it is still the most frequently used manual in training courses. During the month we celebrated by giving generous discounts and benefits for 30 days.



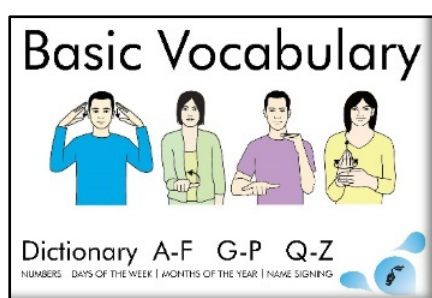
June saw Learning Disability Week where we celebrated those living with a learning disability at an event in Norwich. Several local schools who use Signalong gave performances, which as usual, moved us to tears.



Children with a learning disability can be four and a half times more likely to have a mental health problem than those without. We concluded our research of appropriate vocabulary and published the Mental Health Vocabulary manual later in April. We sent complimentary copies to Speech & language Therapists, hospitals and GPs across the UK.

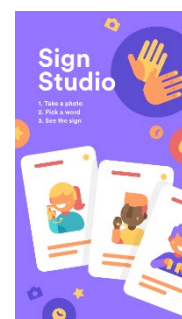


As restrictions were lifted and confidence in travelling returned, we re-introduced our Tutor Regional Conferences. Whilst we offered these online during the pandemic, we all missed the opportunities to network. The first was in Symonds Yat in the beautiful Wye Valley and it was lovely to greet our Tutors again.



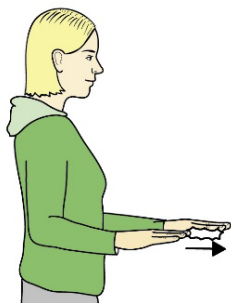
At the end of the year we finally completed updating the Basic Vocabulary Dictionary and placed an order with our local printing company. Due to the significant increase in sales in 2021 when we reduced the cost of the set of manuals, we only made a small increase in the new edition.

We had over 8,000 signed up users of the Sign Library and App by the end of 2022 and development continues on the Android App version.





## Training



Confidence on attending training courses in person was slow to return and we continued to advertise online courses using Zoom and Teams throughout 2022. Our Tutor network delivered 165 Foundation courses, 36 Introductory and 300 Workshops training over 5,669 participants which is an increase of 88% on the previous year.

14 Tutor Training courses were delivered in Scotland, Somerset, Dorset, Kettering, Southport, Swansea, Oldham, Norwich and online by our Senior Tutors. This resulted in 65 additional Tutors and at the end of the year, the total number of registered Tutors was 406.

Other training delivered by the office staff included a group of gymnasts in Wales, Family Services in Swindon, Support Workers in Southport and a local group of ladies in our village of Cawston.

## Charitable Fund

Signalong operate a charitable fund and 2.5% of our annual income is allocated to donating goods and services to those who require assistance with training fees and resources. If you or anyone you know would benefit from a charitable donation, please do not hesitate to contact us.

In 2022 Signalong donated £6,914 in manuals, posters, Sign Library subscriptions and reduced training fees.

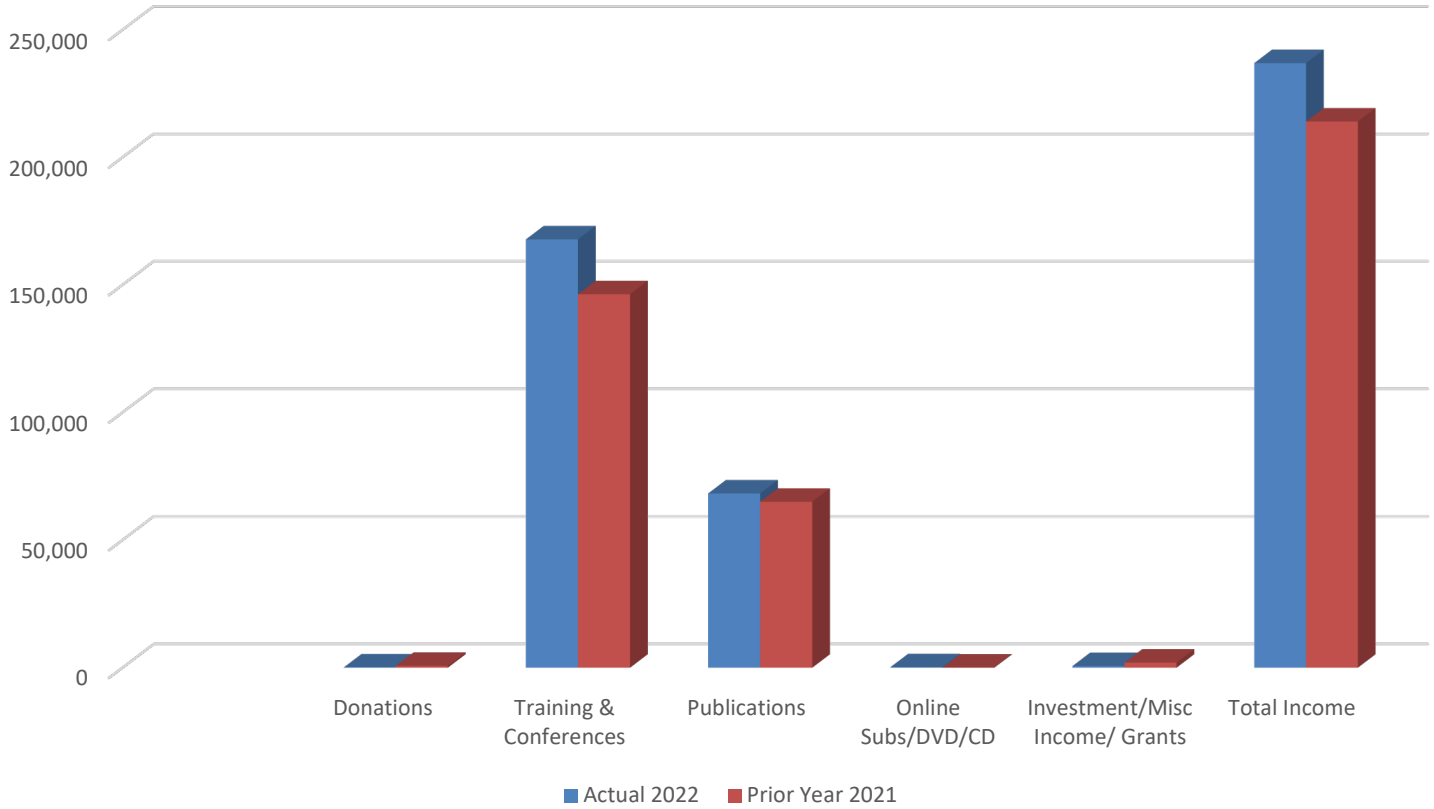
## Financial



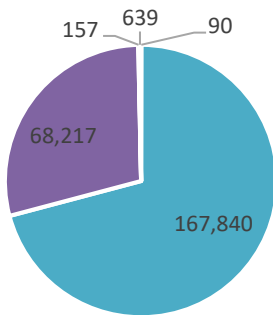
Sales of published materials increased on the previous year but they are not at pre-pandemic level. However, sales of digital resources and commissioned products increased in 2022. Continuing demand for Tutor Training courses resulted in a 17% increase in revenue.

Several large orders were placed with our local printers for Phase 1's and dictionaries.

## Comparison 2022 over 2021

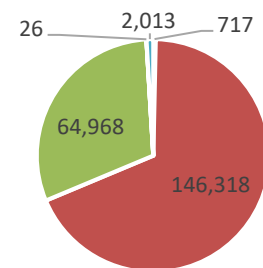


### Income Split 2022



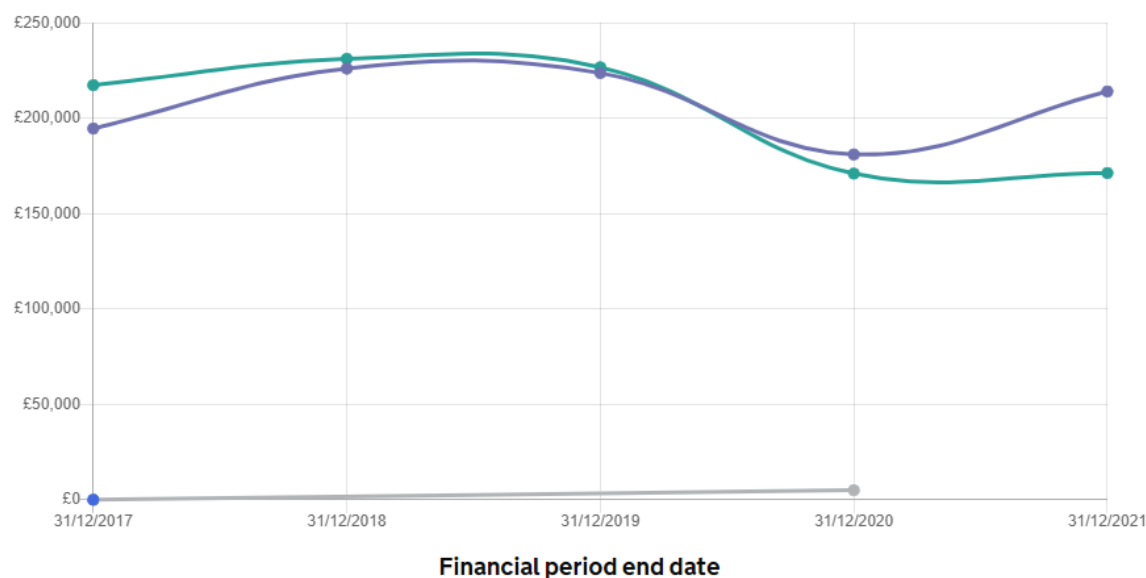
- Donations
- Publications
- Training & Conferences
- Investment/Misc Income/ Grants

### Income Split 2021



- Donations
- Publications
- Training & Conferences
- Online Subs/DVD/CD
- Investment/Misc Income/ Grants

## Financial Overview



	Income / Expenditure	31/12/2017	31/12/2018	31/12/2019	31/12/2020	31/12/2021
<input checked="" type="checkbox"/>	Total gross income	£194.62k	£226.04k	£223.69k	£181.00k	£214.04k
<input checked="" type="checkbox"/>	Total expenditure	£217.34k	£231.16k	£226.71k	£171.00k	£171.28k
<input checked="" type="checkbox"/>	Income from government contracts	£0	N/A	N/A	N/A	N/A
<input checked="" type="checkbox"/>	Income from government grants	£0	N/A	N/A	£5.00k	N/A

## Reserves Policy



Whilst smaller organisations are less likely to hold up to 3 months reserves than larger organisations, the Trustees have considered the charity's need for reserves in line with the guidance issued by the Charity Commission. They consider that the charity should endeavor to maintain general funds of an amount approximating to three months' direct running costs, which is now £55,977. This has once again been achieved. Signalong used their income to support the running costs of the charity in 2022 and did not need to access the reserve fund.

## Plans for the Future

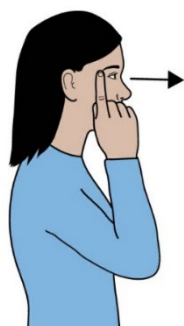
In 2023 we are looking to grow the charity. We will be advertising for an additional staff member to undertake production of our manuals. We will also be consolidating our range into series editions for ease of access. We are also looking to increase our digital offering and are currently looking into working with developers.

We want to promote the charity by increasing brand awareness. To do this we will need to purchase merchandising and equipment to enable better participation at events and exhibitions across the UK.

With the continued hesitancy in attending Tutor Training courses in Norwich we will expand the number of Senior Tutors who can deliver training. With these appointments we will be able to arrange more courses in new locations.

Development of the android app has been slow, but we are hopeful of its completion by the middle of next year.

## Organisation and Governance



The charity remains reliant on its main asset, its intellectual property; the library of signs and the techniques of how they are catered to our members' needs and taught by our Tutors.

The board have been invaluable to the smooth operation of the charity. The Chairman, John Franklin, has continued to advise and provide IT support. Nigel Stancliffe has monitored expenditure, Michelle Songest has ensured that we follow government guidelines on Covid and Andy Evans has contributed to the development of the charity from an educational perspective. We also value the input of experienced Signalong Tutors Bev McCue, Jonathan Tate and Shahnaz Ashraf.

The charity is organised so that the Board meets regularly to manage its affairs. Board meetings have been held bi - monthly with the implementation of a Code of Conduct to the Board of Trustees to ensure that they respect and uphold the values of Signalong.

## Governing Document

The charity is a charitable company limited by guarantee and was set up on the 26<sup>th</sup> April 1994. It is governed by a Memorandum and Articles of Association. This is managed on a day to day basis by a Chief Executive Officer.

## **Trustee Induction and Training**

Advice for trustees published by the Charity Commission is given to new Board members and new guidance is notified and made available at Board meetings. Board members have free access to all members of staff to ensure that they can be fully aware of the activities and methods of the charity. There is an identified need for further input to the Board from people outside the field of special needs, although these have proved difficult to recruit. In the event of such people being appointed to the Board, a programme of familiarisation with the charity and its work will be put into effect, and the Charity Commission advice will be given to them.

## **Organisation**

The charity is an Association of Members, the business of which is governed by the Board who may exercise all powers of the Association. The Board of Trustees consists of no less than three and no more than ten members and is responsible for ultimate strategic decisions, having regard to advice from the senior management of the charity. The members of the Board are set out in the section of this report entitled "Directors".

Membership of the charity is by subscription, and all registered Signalong Tutors are automatically enrolled. Current membership stands at 406.

# SIGNALONG THE COMMUNICATION CHARITY

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022

### STRATEGIC REPORT

#### Future plans

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

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#### Recruitment and appointment of new trustees

Advice for trustees published by the Charity Commission is given to new board members and new guidance is notified and made available at Board meetings. Board members have free access to all members of staff to ensure that they can be fully aware of the activities and methods of the charity. There is an identified need for further input to the Board from people outside the field of special needs, although these have proved difficult to recruit. In the event of such people being appointed to the Board, a programme of familiarization with the charity and its work will be put into effect, and the Charity Commission advice will be given to them.

#### Organizational structure

The charity is an Association of Members, the business of which is governed by the Board who may exercise all powers of the Association. The Board of Trustees consists of no less than three and no more than ten members and is responsible for ultimate strategic decisions, having regard to advice from the senior management of the charity. The members of the Board are set out in the section of this report entitled "Directors".

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The charity is organised so that the Board meets regularly to manage its affairs. Board meetings are held quarterly with the implementation of a Code of Conduct to the Board of Trustees to ensure that they respect and uphold the values of Signalong.

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Registered Company number

02922636 (England and Wales)

#### Registered Charity number

1039788

SIGNALONG THE COMMUNICATION CHARITY

REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022

**Registered office**

1 Old Winery Business Park  
Cawston  
Norwich  
Norfolk  
NR10 4FE

**Trustees**

A Evans  
J Franklin (Chair)  
M Songest  
B McCue  
N Stancliffe  
J Tate  
S Ashraf

**Company Secretary**

T Goode

**Independent Examiner**

Stephen Hill Partnership Limited  
Stephen Hill Partnership Limited  
139-141 Watling Street  
Gillingham  
Kent  
ME7 2YY

**Bankers**

CAF Bank Limited  
25 Kings Hill Avenue  
West Malling  
Kent

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 29 August 2023 and signed on the board's behalf by:



T Goode - Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SIGNALONG THE COMMUNICATION CHARITY

**Independent examiner's report to the trustees of Signalong The Communication Charity ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Stephen Hill Partnership Limited  
The Institute of Chartered Accountants in England and Wales

Stephen Hill Partnership Limited  
139-141 Watling Street  
Gillingham  
Kent  
ME7 2YY

29 August 2023



SIGNALONG THE COMMUNICATION CHARITY

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		90	-	90	717
<b>Charitable activities</b>					
Charitable activities		-	-	-	2,000
Other trading activities	2	236,214	-	236,214	211,312
Investment income	3	639	-	639	13
<b>Total</b>		<u>236,943</u>	<u>-</u>	<u>236,943</u>	<u>214,042</u>
<b>EXPENDITURE ON</b>					
Raising funds		58,387	-	58,387	28,673
<b>Charitable activities</b>					
Charitable activities		147,315	-	147,315	140,602
Governance costs		2,554	-	2,554	2,008
<b>Total</b>		<u>208,256</u>	<u>-</u>	<u>208,256</u>	<u>171,283</u>
<b>NET INCOME</b>		<u>28,687</u>	<u>-</u>	<u>28,687</u>	<u>42,759</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		173,583	-	173,583	130,824
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>202,270</u>	<u>-</u>	<u>202,270</u>	<u>173,583</u>

The notes form part of these financial statements

SIGNALONG THE COMMUNICATION CHARITY

BALANCE SHEET  
31 DECEMBER 2022

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Intangible assets	8	12,317	-	12,317	16,377
Tangible assets	9	3,036	-	3,036	1,760
		<u>15,353</u>	<u>-</u>	<u>15,353</u>	<u>18,137</u>
<b>CURRENT ASSETS</b>					
Stocks	10	15,951	-	15,951	12,444
Debtors	11	24,261	-	24,261	25,903
Cash at bank and in hand		200,926	-	200,926	167,662
		<u>241,138</u>	<u>-</u>	<u>241,138</u>	<u>206,009</u>
<b>CREDITORS</b>					
Amounts falling due within one year	12	(54,221)	-	(54,221)	(50,563)
		<u>186,917</u>	<u>-</u>	<u>186,917</u>	<u>155,446</u>
<b>NET CURRENT ASSETS</b>					
		<u>186,917</u>	<u>-</u>	<u>186,917</u>	<u>155,446</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>202,270</u>	<u>-</u>	<u>202,270</u>	<u>173,583</u>
<b>NET ASSETS</b>					
		<u>202,270</u>	<u>-</u>	<u>202,270</u>	<u>173,583</u>
<b>FUNDS</b>	13				
Unrestricted funds				<u>202,270</u>	<u>173,583</u>
<b>TOTAL FUNDS</b>				<u>202,270</u>	<u>173,583</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

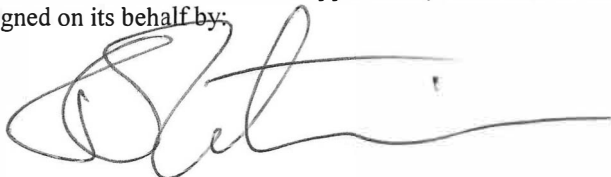
- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

SIGNALONG THE COMMUNICATION CHARITY

BALANCE SHEET - continued  
31 DECEMBER 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 29 August 2023 and were signed on its behalf by:

A handwritten signature in black ink, appearing to be 'J Franklin', written over a horizontal line.

J Franklin (Chair) - Trustee

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Turnover is the amount derived from the provision of goods and services and is stated after trade discounts, other sales taxes and net of VAT.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

**Allocation and apportionment of costs**

Expenditure is classified under the appropriate activity headings.

Costs of raising funds is comprised of a 2% apportionment on total staff, administrative and office costs.

Other trading activities expenditure includes the costs related to the development, publication and sale of books, manuals and resource packs, as well as the costs for training courses and conferences.

Expenditure on charitable activities includes the staff, administrative and office costs associated with activities undertaken to further the purposes of the charity.

Support costs includes a 4% apportionment on total staff costs.

**Development costs**

Development costs, being the amounts paid to third parties in relation to book development, is being amortised evenly over its estimated useful life of ten years.

**Computer software**

Computer software, being the amounts paid to third parties in relation to website development, is being amortised evenly over its estimated useful life of five years.

# SIGNALONG THE COMMUNICATION CHARITY

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2022

### 1. ACCOUNTING POLICIES - continued

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 20% on cost

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### Research and development

Expenditure on research and development is written off in the year in which it is incurred.

#### Leasing commitments

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

#### Company status

The company is a company limited by guarantee, incorporated in England and Wales. The members of the company are the trustees. In the event of the charity being wound up the liability in respect of the guarantee is limited to £1 per member of the charity.

#### Deferred income

The charity provides training and course materials. Where receipts are made in advance of the course and materials being provided the income is deferred until such has been realised.

### 2. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Training and conferences	167,840	146,318
Sale of publications	68,217	64,968
Other income	157	26
	<hr/>	<hr/>
	236,214	211,312
	<hr/>	<hr/>

SIGNALONG THE COMMUNICATION CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022

**3. INVESTMENT INCOME**

	2022	2021
	£	£
Investment income	639	13
	<u>639</u>	<u>13</u>

**4. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	1,075	889
Hire of plant and machinery	2,970	4,541
Development costs amortisation	4,060	4,061
	<u>8,105</u>	<u>9,491</u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**6. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2022	2021
	4	4
Average number of employees	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

No employees received £60,000 per annum or more.

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	717	-	717
<b>Charitable activities</b>			
Charitable activities	2,000	-	2,000
Other trading activities	211,312	-	211,312
Investment income	13	-	13
<b>Total</b>	<u>214,042</u>	<u>-</u>	<u>214,042</u>
<b>EXPENDITURE ON</b>			
Raising funds	28,673	-	28,673

SIGNALONG THE COMMUNICATION CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted fund £	Total funds £
<b>Charitable activities</b>			
Charitable activities	140,602	-	140,602
Governance costs	2,008	-	2,008
<b>Total</b>	<b>171,283</b>	<b>-</b>	<b>171,283</b>
<b>NET INCOME</b>	<b>42,759</b>	<b>-</b>	<b>42,759</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	130,824	-	130,824
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>173,583</b>	<b>-</b>	<b>173,583</b>

8. INTANGIBLE FIXED ASSETS

	Development costs £	Computer software £	Totals £
<b>COST</b>			
At 1 January 2022 and 31 December 2022	40,831	3,000	43,831
<b>AMORTISATION</b>			
At 1 January 2022	24,454	3,000	27,454
Charge for year	4,060	-	4,060
At 31 December 2022	28,514	3,000	31,514
<b>NET BOOK VALUE</b>			
At 31 December 2022	12,317	-	12,317
At 31 December 2021	16,377	-	16,377

SIGNALONG THE COMMUNICATION CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 January 2022	2,493	6,145	8,638
Additions	509	1,842	2,351
	<u>3,002</u>	<u>7,987</u>	<u>10,989</u>
At 31 December 2022			
<b>DEPRECIATION</b>			
At 1 January 2022	1,903	4,975	6,878
Charge for year	287	788	1,075
	<u>2,190</u>	<u>5,763</u>	<u>7,953</u>
At 31 December 2022			
<b>NET BOOK VALUE</b>			
At 31 December 2022	812	2,224	3,036
	<u>812</u>	<u>2,224</u>	<u>3,036</u>
At 31 December 2021	590	1,170	1,760
	<u>590</u>	<u>1,170</u>	<u>1,760</u>

10. STOCKS

	2021 £	2021 £
Paper and packaging	1,940	1,598
Books and resource packs	14,010	10,846
	<u>15,950</u>	<u>12,444</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	20,295	22,795
Prepayments and accrued income	3,966	3,108
	<u>24,261</u>	<u>25,903</u>



SIGNALONG THE COMMUNICATION CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	4,476	7,631
Social security and other taxes	8,777	10,597
Accruals and deferred income	40,968	32,335
	<u>54,221</u>	<u>50,563</u>

Deferred income for the year ended 31 December 2022 amounted to £39,967 (2021 £31,335). This relates to tutor registration fees invoiced in advance for the next year.

13. MOVEMENT IN FUNDS

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
<b>Unrestricted funds</b>			
Unrestricted Funds	173,583	28,687	202,270
	<u>173,583</u>	<u>28,687</u>	<u>202,270</u>
<b>TOTAL FUNDS</b>	<u>173,583</u>	<u>28,687</u>	<u>202,270</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted Funds	236,943	(208,256)	28,687
	<u>236,943</u>	<u>(208,256)</u>	<u>28,687</u>
<b>TOTAL FUNDS</b>	<u>236,943</u>	<u>(208,256)</u>	<u>28,687</u>

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
<b>Unrestricted funds</b>			
Unrestricted Funds	130,824	42,759	173,583
	<u>130,824</u>	<u>42,759</u>	<u>173,583</u>
<b>TOTAL FUNDS</b>	<u>130,824</u>	<u>42,759</u>	<u>173,583</u>

continued...

SIGNALONG THE COMMUNICATION CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	4,476	7,631
Social security and other taxes	8,777	10,597
Accruals and deferred income	40,968	32,335
	<u>54,221</u>	<u>50,563</u>

Deferred income for the year ended 31 December 2022 amounted to £39,967 (2021 £31,335). This relates to tutor registration fees invoiced in advance for the next year.

13. MOVEMENT IN FUNDS

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
<b>Unrestricted funds</b>			
Unrestricted Funds	173,583	28,687	202,270
	<u>173,583</u>	<u>28,687</u>	<u>202,270</u>
<b>TOTAL FUNDS</b>	<u>173,583</u>	<u>28,687</u>	<u>202,270</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
Unrestricted Funds	236,943	(208,256)	28,687
	<u>236,943</u>	<u>(208,256)</u>	<u>28,687</u>
<b>TOTAL FUNDS</b>	<u>236,943</u>	<u>(208,256)</u>	<u>28,687</u>

Comparatives for movement in funds

	At 1.1.21	Net movement in funds	At 31.12.21
	£	£	£
<b>Unrestricted funds</b>			
Unrestricted Funds	130,824	42,759	173,583
	<u>130,824</u>	<u>42,759</u>	<u>173,583</u>
<b>TOTAL FUNDS</b>	<u>130,824</u>	<u>42,759</u>	<u>173,583</u>

SIGNALONG THE COMMUNICATION CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022

**13. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted Funds	214,042	(171,283)	42,759
<b>TOTAL FUNDS</b>	<u>214,042</u>	<u>(171,283)</u>	<u>42,759</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.21 £	Net movement in funds £	At 31.12.22 £
<b>Unrestricted funds</b>			
Unrestricted Funds	130,824	71,446	202,270
<b>TOTAL FUNDS</b>	<u>130,824</u>	<u>71,446</u>	<u>202,270</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted Funds	450,985	(379,539)	71,446
<b>TOTAL FUNDS</b>	<u>450,985</u>	<u>(379,539)</u>	<u>71,446</u>

**14. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2022.

SIGNALONG THE COMMUNICATION CHARITY

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	90	717
<b>Other trading activities</b>		
Training and conferences	167,840	146,318
Sale of publications	68,217	64,968
Other income	157	26
	<hr/>	<hr/>
	236,214	211,312
<b>Investment income</b>		
Investment income	639	13
<b>Charitable activities</b>		
Grants		2,000
	<hr/>	<hr/>
<b>Total incoming resources</b>	236,943	214,042
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Staff costs	2,460	2,288
Telephone	13	12
Postage and stationery	75	81
Computer costs	471	206
Computer equipment	16	11
	<hr/>	<hr/>
	3,035	2,598
<b>Other trading activities</b>		
Books	11,425	8,393
Training and conference costs	14,862	2,723
Repairs and renewals	1,350	611
Computer expenses	23,088	10,112
Subscriptions	567	176
Development costs	4,060	4,060
	<hr/>	<hr/>
	55,352	26,075
<b>Charitable activities</b>		
Staff costs	120,541	112,109
Rental of photocopier	2,970	4,541
Rent and rates	14,202	13,230
Insurance	1,692	1,360
Light and heat	138	1,028
Telephone	526	504
Postage and stationery	3,692	3,994
Carried forward	143,761	136,766

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SIGNALONG THE COMMUNICATION CHARITY

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022

	2022 £	2021 £
<b>Charitable activities</b>		
Brought forward	143,761	136,766
Advertising	690	394
Sundries	1,005	869
Fixtures and fittings	287	332
Computer equipment	772	545
Bank interest	800	1,486
	147,315	140,392
<b>Support costs</b>		
<b>Governance costs</b>		
Accountancy fees	1,037	994
Legal and professional fees	1,517	1,014
Bank interest		210
	2,554	2,218
Total resources expended	208,256	171,283
<b>Net income</b>	28,687	42,759

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